

## 13 – 14 October 2011 | How to Run a Data Service

The Digital Preservation Coalition is pleased to offer **three fully funded scholarships** to attend the How to Run a Data Centre at the UK Data Archive, University of Essex, Colchester, 13<sup>th</sup> - 14<sup>th</sup> October 2011.

*'How to set up and run a data service: the challenges of social science data'* is a once-a-year opportunity for data archivists to go behind the scenes and learn first-hand from specialists at the UK Data Archive. Over two days, participants will learn about the strategies and practices used in the Archive's daily work, with a focus on storing and sharing social science data, including microdata, aggregate, qualitative and historical data. The Archive has over 40 years of experience in selecting, ingesting, curating and providing access to data. We are a designated Place of Deposit for The National Archives and are internationally acknowledged experts in this field.

Attendance at the How to Run a Data Centre normally costs 200GBP per person. However, the Digital Preservation Coalition is pleased to offer **three fully funded scholarships** which meet the costs of the course. Applications are welcomed from DPC members and associates. The scholarship covers all tuition fees, course materials, access to online resources, lunch and refreshments. Travel, accommodation and subsistence are not funded.

This is the second time the DPC has offered scholarships to attend the course. Successful applicants will be asked to help promote the course and the work of the coalition. The DPC has supported a total of eighteen scholarships to attend this course.

### Eligibility:

The scholarship is available to DPC members, associates and personal members. A full list of eligible institutions is supplied at the end of this document. Prospective members may also apply. Only one scholarship is available per member per round. The scholarship is not available to non-members and individuals that have previously attended DPTP.

### How to apply:

Applications should be received no later than 12:00 on Friday 7<sup>th</sup> October 2011 (deadline extended) by email to [info@dpconline.org](mailto:info@dpconline.org). They should be no more than three pages (A4) and should include:

- a **covering letter** which matches the application to the criteria below
- a **one page CV** of the applicant
- the **explicit approval** from your line manager or other senior executive
- a short statement indicating your **relationship to a DPC member institution**.

The covering letter should describe:

- The role that the course will play in your career development
- The benefits that accrue to a DPC member from your attendance at DPTP
- Your function in your organisation and how this relates to Digital Preservation

Preference will be given to: junior staff and digital preservation practitioners who have not previously attended external digital preservation training; staff who would not otherwise be able to attend specialist training; and staff who will be able to apply learning outcomes of the course or specific modules directly and speedily to their work. Applicants should mention if any of these conditions pertain to their own applications.

Applications will be assessed by a selection committee on the above criteria whose decision is final. Successful applicants will be notified on or before 10<sup>th</sup> October 2011.

### Conditions of grant

It is our aim that the scholarship will deliver benefits to a DPC member, so the DPC makes only limited requirements of recipients. Recipients will be asked to present a short written report within 6 months of the grant showing how support from the DPC has helped career development and how the DPC's support has brought practical benefits to their employer. They may also be called on to act as informal ambassadors for Coalition from time to time.

We recommend that any member organisation which supports an application discusses appropriate outcomes and benefits for the institution prior to submission. Moreover, because only one grant is available per member institution, we recommend that applicants ensure that they are not inadvertently competing with colleagues.

### Eligible individuals

Personal members of the DPC are eligible to apply for these scholarships.

### Eligible organizations

Applications are welcome from officers and staff of the following organizations:

Archaeology Data Service (University of York)	Archives and Records Association*
BBC	British Library
Cambridge University Library	Centre for E-Research (King's College London)
Creative Scotland*	Digital Curation Centre
English Heritage	Humanities Advanced Technology and Information Institute (University of Glasgow)
JISC*	Leeds University Library
MLA	Metropolitan Police Service
The National Archives	National Library of Ireland
National Library of Scotland	National Library of Wales
National Records of Scotland	Natural History Museum
OCLC	Open University
Oxford University Library Service	Parliamentary Archives
Portico	Public Record Office of Northern Ireland
Publishers Licensing Society*	Research Councils UK*
Research Information Network	Royal Commissions on the Ancient and Historical Monuments of Scotland
Royal Commissions on the Ancient and Historical Monuments of Wales	St Andrews University
Tate	Trinity College Dublin
UK Data Archive (University of Essex)	UK LOCKSS Alliance
University of London Computing Centre	Wellcome Library

\*consortia and funders may nominate members, associates and grant holders – see below.

### Eligible consortia

In addition, individuals associated with or funded through the following agencies are:

- members of the Archives Records Association (formerly the Society of Archivists)
- staff funded through JISC project grants
- staff or students funded by a UK Research Council (RCUK)
- project staff funded by Creative Scotland
- staff of institutions that are members of Publishers' Licensing Society

Applicants from the Archives and Records Association should contact Sarah Higgins or John Chambers before applying. Applicants from JISC should contact Neil Grindley (JISC), applicants from Research Council projects and institutions should contact Paul Gemill (RCUK) and applicants from Creative Scotland should contact Jaine Lumsden. Applicants from the Publishers' Licensing Society should contact the DPC offices in the first instance.

The DPC may pass the details of the application to designated contacts within these organisations as part of their assessment.

### **Prospective members**

Prospective members of the DPC are eligible for these scholarships. Organisations or individuals seeking to join the DPC should file their membership applications by 30<sup>th</sup> September 2011 to qualify.

### **Other grants from the DPC Leadership Programme**

It is expected that we will offer scholarships to attend DPTP again in autumn 2011 though the number and date have not been confirmed.

The DPC Leadership programme seeks to support all relevant training so that members and their workforces can more quickly develop the skills necessary to ensure that our digital memory is available tomorrow. In addition to supporting our members' workforces the DPC seeks to reduce the risks that training providers face when developing and providing courses relevant to digital preservation.

Providers of such training courses are invited to discuss with the DPC Executive whether these would be appropriate for grants from the DPC Leadership Programme.

### **Further information**

For more information about 'How to Run a Data Service', including programme and registration, see: <http://www.data-archive.ac.uk/news-events/events.aspx?id=2864>

For questions relating to this grant programme, email [info@dpconline.org](mailto:info@dpconline.org)

For information about joining the Digital Preservation Coalition, see:

<http://www.dpconline.org/>

For information about previous grants from the DPC Leadership Programme see:

<http://www.dpconline.org/training/leadership-programme.html>